

**MINUTES OF THE  
BOARD OF DIRECTORS OF THE  
ARLINGTON TOMORROW FOUNDATION  
February 7, 2013**

The Board of Directors of the Arlington Tomorrow Foundation convened in Special Session on February 7, 2013, at 8:30 a.m., in the Arlington City Hall, Conference Room A, 101 West Abram Street, Arlington, Texas, with the meeting being open to the public and notice of said meeting, giving the date, place and subject thereof, having been posted as prescribed by V.T.C.A., Government Code, Chapter 551, with the following members present, to-wit:

Tom Cravens	§	President
Lana Wolff	§	Board Member
Jimmy Bennett	§	Board Member
Michael Glaspie	§	Board Member
James Spaniolo	§	Board Member
Trey Yelverton		Ex-officio Member
	And	
Carolyn Montesana		Executive Director
Tina Stewart		City Secretary's Office

I. Call to Order:

President Cravens called the meeting to order at 8:30 a.m. and stated that the following items would be discussed.

II. Approval of November 29, 2012 board meeting minutes

Board member Spaniolo made a motion to approve minutes from the November 29, 2012 meeting. Seconded by Board member Bennett, the motion carried with 4 ayes and 0 nays. **(APPROVED)**

III. Review and approve October, November, December 2012 financial reports

Board member Bennett briefed the board on the October, November, December 2012 Financial Report. Corpus total at this time is \$85 million. Board member Bennett made a motion to approve the financial reports for October, November, December 2012 financial reports. Seconded by Board member Wolff, the motion carried with 4 ayes and 0 nays. **(APPROVED)**

IV. Discussion of audit of Foundation operational procedures by Crowe Horwath

Michelle Buss, principal Crowe Horwath, presented the board with an audit report on the Foundation's operational procedures. Buss reported that the Foundation is operating within the requirements of the Grant Agreement between the City of Arlington and the Arlington Tomorrow Foundation. Although there were no major findings from the review, it is the opinion of Crowe Horwath that the grant monitoring activities could benefit with minor procedural adjustments, including rigid timelines and grantee milestones.

President Cravens expressed appreciation for the review and asked the board for any questions. After no questions were presented, President Cravens made a motion to accept the report as presented. Motion carried with 4 ayes and 0 nays.

V. Discussion of Letters of Inquiry and selection of applications which will be invited to submit final proposals for grant consideration

President Cravens made a motion and board members agreed to approve the following proposals for final consideration:

Lifestyle, Leisure and Culture

1. COA Library – Collections - \$25,000
2. Down Syndrome Partnership – iCan Shine, Inc. - \$6,615
3. Theatre Arlington – ACT UPS - \$25,000

People and Neighborhoods

1. Christian Women's Job Corps – A Woman's Second Chance - \$10,000

VI. Discussion of final applications and grant awards

Lifestyle, Leisure and Culture

1. COA Library (Library category) – Reading Corps - \$20,500
2. Friends of the Levitt Pavilion (Arts & Culture category) – 2013 Children's Concert Series - \$40,000
3. Friends of the Levitt Pavilion (Arts & Culture category) – 2013 Fall World Music Concerts - \$10,000

People and Neighborhoods

1. Arlington Kiwanis Foundation (Youth & Family category) – Diaper Bag Project - \$5,000 with the gift dedicated to supporting the organization's 2013 and 2014 equally.
2. First United Methodist Church – North Center Streets Accessibility and Mobility - \$225,000; the board designated an immediate gift of \$25,000

from 2013 Safe Neighborhoods category as a way to help the organization get the project and capital campaign underway; the \$200,000 balance will be funded with \$100,000 from the Safe Neighborhoods reserve funds and \$100,000 from the Strong Neighborhoods category. In order for the organization to receive the \$200,000 portion of the grant, the gift must be matched 1:1 through the church's capital campaign. Additionally, before the balance of the grant is paid, the Arlington Tomorrow Foundation board of directors must deem the project to be financially feasible and judge that the completion of the entire project is a certainty.

3. Senior Citizen Services of Greater Tarrant County (Youth & Families category) – Senior Wellness - \$40,000

#### VII. Executive Director's report

- A. Presented board members with the 2013 Annual Report; President Tom Cravens will report the FY12 summary of activities to Councilmember in March.
- B. Board members asked the Executive Director to add a grant limit of \$5,000 or more to grant guidelines.
- C. Foundation office renovations are underway to provide space for the new part-time staff member.
- D. A candidate has been offered the part-time administrative aide position and is expected to begin by February 19.

#### VIII. Future Agenda Items

- Board meeting set for February 26, 2013

There being no further business, the meeting was adjourned at 10:25 a.m.

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Tom Cravens, President

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Michael Glaspie, Secretary

ATTEST:

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Tina Stewart, Administrative Aide 1